



DEPARTMENT OF DEVELOPMENTAL SERVICES
EXAMINATION ANNOUNCEMENT



OPEN / CONTINUOUS

RESPIRATORY CARE PRACTITIONER,
DEPARTMENTS OF MENTAL HEALTH AND
DEVELOPMENTAL SERVICES

6SNAE

THE STATE OF CALIFORNIA IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL, REGARDLESS OF AGE, ANCESTRY, COLOR, DISABILITY (MENTAL AND PHYSICAL), EXERCISING THE RIGHT TO FAMILY CARE AND MEDICAL LEAVE, GENDER, GENDER EXPRESSION, GENDER IDENTITY, GENETIC INFORMATION, MARITAL STATUS, MEDICAL CONDITION, MILITARY OR VETERAN STATUS, NATIONAL ORIGIN, POLITICAL AFFILIATION, RACE, RELIGIOUS CREED, SEX (INCLUDES PREGNANCY, CHILDBIRTH, BREASTFEEDING AND RELATED MEDICAL CONDITIONS), AND SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS

OPEN SPOT FOR: SONOMA DEVELOPMENTAL CENTER

This is an open examination. Applications will not be accepted on a promotional basis. Career credits do not apply.

CONTINUOUS FILING:

Applications and the Criminal Record Supplemental Questionnaire (CRSQ) MUST be filed in person or by mail with:

Sonoma Developmental Center
Human Resources Personnel Department – Room #124
15000 Arnold Drive
P.O. Box 1493
Eldridge, CA 95431
(707) 938-6923 or (707) 938-6950

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

Applications (STD form – 678) along with the CRSQ may be downloaded from the California Department of Human Resources website at www.calhr.ca.gov website, or by visiting the CalHR office or any Employment Development Office, Department of Developmental Center, or the Sonoma Developmental Center, HR office.

If you have a **disability** and need special testing arrangements, mark the appropriate box in Part 2 of the 'Application for Examination'. You will be contacted to make specific arrangements.

NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to the examination.

QUALIFICATIONS APPRAISAL: No written test is required; the entire examination will consist of an oral Interview. Interviews will be held when a sufficient candidate pool exists and will be scheduled at the discretion of the appointing authority.

MONTHLY SALARY RANGE: Range A: \$3,189 - \$4,392
Range B: \$3,330 - \$4,585
Range C: \$3,480 - \$4,791

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:

IT IS YOUR RESPONSIBILITY TO MAKE SURE YOU MEET THE EDUCATION AND/OR EXPERIENCE REQUIREMENTS STATED BELOW. YOUR SIGNATURE ON YOUR APPLICATION INDICATES THAT YOU HAVE READ, UNDERSTOOD, AND POSSESS THE BASIC MINIMUM QUALIFICATIONS REQUIRED.

MINIMUM QUALIFICATIONS

Education: Graduation from a school of respiratory therapy approved by the American Medical Association Council on Medical Education for Training of Respiratory Therapists

or one supported by the Joint Review Committee for Respiratory Therapy Education.

AND

A certificate to practice Respiratory Care issued by the Division of Allied Health Profession of the Board of Medical Quality Assurance of the State of California

THE POSITION: Under general medical supervision, to assist in the evaluation of pulmonary dysfunction in clients; to provide care and treatment for clients with pulmonary disorders by means of respiratory therapy, chest physical therapy and ventilatory assistance and to do other related work.

SPECIAL PERSONAL CHARACTERISTICS: Aptitude for and interest in working with acute and chronically ill respiratory clients; sympathetic understanding of respiratory clients, their attitudes and problems; willingness to comply with prescribed procedures; patience and emotional stability; aptitude and interest in working with long-term ventilator dependent clients.

EXAMINATION INFORMATION: This examination will consist of a Qualifications Appraisal Interview only. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview.

QUALIFICATIONS APPRAISAL - Weighted 100%

Scope:

A. Knowledge of:

1. Procedures for evaluating pulmonary dysfunction.
2. Procedures for providing ventilatory assistance to conscious and unconscious clients safely and effectively.
3. Respiratory disorders and appropriate therapeutic methods and practices.
4. Use and care of respiratory equipment, including aseptic procedures and sterilization techniques.
5. Procedures for keeping clients' airway free from obstruction.
6. Basic principles of training and supervision.
7. Basic pathology respiratory disorders and nursing care.

B. Ability to:

1. Perform various respiratory therapy procedures safely and effectively apply emergency methods of cardiopulmonary resuscitation.
2. Employ appropriate tests and measures for evaluation of pulmonary dysfunction and to properly interpret results.
3. Obtain the confidence and cooperation of clients.
4. Analyze situations accurately and take appropriate action.

SEE REVERSE FOR ADDITIONAL INFORMATION

RESPIRATORY CARE PRACTITIONER, DEPARTMENT OF MENTAL
HEALTH AND DEVELOPMENTAL SERVICES
8300

CONTINUOUS FILING

ELIGIBLE LIST INFORMATION: The resulting eligible list will be used to fill vacancies at Sonoma Developmental Center only. Names of successful competitors will be merged into the list in order of final scores regardless of the date. Eligibility expires 12 months after it is established unless the needs of the service and condition of the list warrant a change in this period.

TESTING PERIOD INFORMATION: A candidate may be tested only once in 12 month period; candidates may take this examination after 9 months from the initial date of examination.

BACKGROUND INVESTIGATION: Competitors who are successful in this examination will be required to complete (prior to an appointment in this class) a background investigation document, on which information regarding certain arrests (regardless of conviction) and felony convictions must be divulged. Information collected on this document is distinct from that required on the

Standard Application for Examination, Form Std. 678 that is filled out prior to the examination. The hiring agency uses the information obtained on the background investigation document to conduct background investigations and/or to determine an individual suitability for employment.

DRUG TESTING REQUIREMENT: Applicants for positions in this class are required to pass a drug-screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.

VETERAN'S PREFERENCE will be granted in this examination. You must apply for Veterans points through the State Personnel Board. You may obtain the form from the Sonoma Developmental Center Personnel/Testing & Recruitment Office (PAB) Room 124

GENERAL INFORMATION

It is the candidate's responsibility to contact the Department of Developmental Services' Testing Office three days prior to the test date if he/she has not received his/her notice.

For an examination without a written feature it is the CANDIDATE'S RESPONSIBILITY to contact the Department of Developmental Services' Testing Office three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview, EDA, performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at State Personnel Board Offices, local offices of the Employment Development Department and the Department noted on the front.

If you meet the requirements stated on the reverse side, you may take this examination, which is competitive. Possession of the entrance requirement does not assume a place on the eligible list. Your performance in the examination described on the reverse side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

THE STATE PERSONNEL BOARD reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

EXAMINATION LOCATIONS: Locations of interviews may be limited or extended as conditions warrant.

ELIGIBLE LISTS: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

PROMOTIONAL EXAMINATIONS ONLY: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the Information Counter of the State Personnel Board offices.

GENERAL QUALIFICATIONS: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

INTERVIEW SCOPE: If an interview is conducted, in addition to the scope described on the reverse of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breath and depth of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

HIGH SCHOOL EQUIVALENCE: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test. 2) Completion of 12 semester units of college level work. 3) Certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have the education equivalent to graduation from high school. or 4) For clerical and accounting classes, substitution of Business College work in place of high school on a year-for-year basis.

FAIRVIEW
DEVELOPMENTAL CENTER
2501 Harbor Boulevard
Costa Mesa, CA 92626
Public: (714) 957-5121
TDD: (714) 957-5246

CANYON SPRINGS
DEVELOPMENTAL CENTER
69-969 Ramon Road
Cathedral City, CA 92334
Public: (760) 770-6200

PORTERVILLE
DEVELOPMENTAL CENTER
26501 Avenue 140
Porterville, CA 93258
Public (209) 782-2087
TDD: (209) 781-7822

SONOMA
DEVELOPMENTAL CENTER
15000 Arnold Drive
Eldridge, CA 95431
Public: (707) 938-6538
TDD: (707) 938-6200
